



Chapter 74

Guide for Preliminary Vocational Technical Teacher Licensure

Massachusetts Department of Elementary and Secondary Education

Office of Educator Licensure

Atten: Vocational Technical Educator Licensure

address 75 Pleasant Street, Malden, MA 02148-4096

telephone 781-338-6634 **internet** www.doe.mass.edu

email VocEducators@doe.mass.edu.

Introduction

This Guide was prepared to provide potential vocational technical education teachers with information on the requirements for obtaining the Preliminary Vocational Technical Teacher license. The Guide is designed so that individuals will have a “snapshot” of the license requirements by field in an easy to read format.

The Vocational Technical Education Regulations 603 CMR 4.00 and the Guidelines for Vocational Technical Education Programs and Educator Licensure are the basis for this Guide. These documents should be reviewed because they contain important information that is not included in this Guide including, but not limited to, Professional Standards for teachers, administrators and cooperative education coordinators, as well as general provisions for licensure and employment that includes revocation, suspension, limitation and denial of licenses. The official copies of the Vocational Technical Education Regulations and Guidelines for Vocational Technical Education Programs and Educator Licensure are implemented by the Department of Elementary and Secondary Education. The Department does not represent this Guide as a replacement for the official Vocational Technical Education Regulations and Guidelines for Vocational Technical Education Programs and Educator Licensure.

References

Chapter 74 Selected Sections & 603 CMR 4.00 Vocational Technical Education Regulations and Guidelines * This document contains copies of the law, regulations and guidelines on which vocational technical educator licensure and Chapter 74 vocational technical education program approval are based.

Chapter 74 Guide for Professional Vocational Technical Teacher Licensure *

Chapter 74 Guide for Initial and Professional Vocational Technical Administrator Licensure *

Chapter 74 Guide for Professional Vocational Technical Educator License Renewal *

* These documents are available on the Department of Elementary and Secondary Education website at www.doe.mass.edu/cte/. They are also available in print form by contacting the Office of Educator Licensure at the telephone number(s), address, or email address listed on the cover.

The online Educator Licensure & Recruitment System (ELAR) at http://www.doe.mass.edu/educators/e_license.html. ELAR contains full information on vocational technical educator licensure.

Additional references are listed with the requirements for each license field in this Guide.

Overview of the Requirements for the Preliminary License

Required Education

The specific education credential required for each license, is given with the requirements for each individual license field in this Guide.

Required Employment Experience

Full-time, recent employment experience directly related to the license field sought is required. The number of years is given with the requirements for each individual license field in this Guide.

Recent employment experience is defined as employment experience within the last seven years. All Preliminary Vocational Technical Teacher license fields require recent employment experience.

APPENDIX A includes the application instructions that include a requirement for the applicant to submit a **resume** showing the required employment experience by year. Applicants should include on the resume all employment experience related to the licensure requirements. In addition, documentation of the required number of years of employment experience on original letterhead of employing firm/organization/institution, signed by the owner/president, human resources officer, or other official must be submitted. If self-employed, documentation of employment experience must include a signed, notarized affidavit attesting to the self-employment (with years and hours delineated) and at least five forms of additional documentation that may include copies of income tax returns, bank statements, credit card statements, business letterhead, business contracts, customer correspondence, advertising, references, supply invoices for the applicable years, that document self-employment. Applicants may include on the resume and in the documentation, employment experience gained through cooperative work experience while in high school or college, as such employment experience may count toward the licensure requirements.

It is the responsibility of the applicant to organize the documentation of employment experience in such a manner that reviewers in the Office of Educator Licensure will be able to make determinations of the number of years of recent, full-time employment experience submitted.

Some individuals may have employment experience that is rather easy to document, as would be the case with a person who worked a traditional 40-hour week over a consecutive number of years. However, there will be individuals that have worked part-time or a combination of part-time and full-time for one or more employers, or as self-employed. Given below are conversions that will be helpful in determining whether the required number of years of employment experience has been met.

- Five years full-time employment experience is equivalent to 8400 hours
- Four years full-time employment experience is equivalent to 6720 hours
- Three years full-time employment experience is equivalent to 5040 hours
- Two years full-time employment experience is equivalent to 3360 hours

Required Occupational Licenses/Certifications

For certain license fields, Massachusetts and/or federal government or industry issued licenses or certifications are required. They are given with the requirements for each individual license field in this Guide. Note that the licenses/certifications must be current.

Required Tests

Candidates for licensure must pass written and performance subject area tests, if the tests are available. The specific written and performance subject area tests and their availability are given with the requirements for each individual license field in this Guide. In addition, all candidates are required to pass one communication & literacy test as listed with each individual license field in this Guide.

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| Agricultural Mechanics – Preliminary Vocational Technical Teacher License | |
|---|--|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to agricultural mechanics |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in agricultural mechanics |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in agricultural mechanics^{*}, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in agricultural mechanics^{*}, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Animal Science – Preliminary Vocational Technical Teacher License | |
|---|---|
| <input type="checkbox"/> | Bachelor's degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Three years of recent (within the last seven years), full-time employment experience directly related to animal science |
| | Passing score of at least 70% on each test (written test and performance test) in the subject matter and skills to be taught. Note that these tests are not yet available. Applicants should check with the Office of Educator Licensure regarding the availability of these tests, when filing an application. |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** bachelor's degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in animal science*. A person with a bachelor's or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the **required** bachelor's or higher degree related to the subject matter and skills to be taught.

A master's degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in animal science*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Automotive Collision Repair & Refinishing – Preliminary Vocational Technical Teacher License | |
|---|---|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to automotive collision repair & refinishing |
| <input type="checkbox"/> | Possession of current Automotive Services Excellence (ASE) certification in at least two areas of automotive collision repair & refinishing (one of the areas must be painting/refinishing) |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in automotive collision repair & refinishing |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

Information regarding Automotive Service Excellence (ASE) certification is available from the National Institute for Automotive Excellence (ASE) and National Automotive Technicians Education Foundation (NATEF), both at 1305 Dulles Technologies Drive, Herndon, VA 20171-3421, Tel. (703) 713-0100 <http://www.natef.org>.

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in automotive collision repair and refinishing^{*}, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in automotive collision repair and refinishing^{*}, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Automotive Technology – Preliminary Vocational Technical Teacher License | |
|---|---|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to automotive technology |
| <input type="checkbox"/> | Possession of current Automotive Services Excellence (ASE) certification in at least three areas of automotive technology |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in automotive technology |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

Information regarding Automotive Services Excellence (ASE) certification is available from the National Institute for Automotive Excellence (ASE) and National Automotive Technology Foundation (NATEF), both at 1305 Dulles Technologies Drive, Herndon, VA 20171-3421, Tel. (703) 713-0100 <http://www.natef.org>.

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in automotive technology^{*}, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in automotive technology^{*}, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Baking – Preliminary Vocational Technical Teacher License | |
|--|--|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to baking |
| <input type="checkbox"/> | Possession of current Food Sanitation Certification |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in baking |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

Food Sanitation certification is issued by the following:

- Exporior Assessments, 600 Cleveland St., Suite 900, Clearwater, FL 33755, 800-200-6241
- National Registry of Food Safety Professionals, 1200 E. Hillcrest St., Suite 303 Orlando, FL 32803, Tel. 800-446-0257
- ServSafe The Educational Foundation of the National Restaurant Association, 250 South Wacker Drive, Suite 1400 Chicago, IL 60606-5834, Tel. 800-765-2122

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in culinary arts^{*}, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in culinary arts^{*}, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Biotechnology – Preliminary Vocational Technical Teacher License | |
|---|--|
| <input type="checkbox"/> | Bachelor's degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Three years of recent (within the last seven years), full-time employment experience directly related to biotechnology |
| | Passing score of at least 70% on each test (written test and performance test) in biotechnology |
| | One of the following: |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** bachelor's degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in biotechnology*. A person with a bachelor's or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the **required** bachelor's or higher degree related to the subject matter and skills to be taught.

A master's degree may substitute for one of the three years of required employment experience, provided that the degree included subject matter related to one or more of the strands of the Vocational Technical Education Framework in biotechnology*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Cabinetmaking – Preliminary Vocational Technical Teacher License | |
|---|---|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to cabinetmaking |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in cabinetmaking |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in cabinetmaking^{*}, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in cabinetmaking^{*}, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Carpentry – Preliminary Vocational Technical Teacher License | |
|---|---|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to carpentry |
| <input type="checkbox"/> | Possession of a current MA construction supervisor license |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in carpentry |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

MA Construction Supervisor licenses are issued by the MA Dept. of Public Safety, 1 Ashburton Place, Room 1301, Boston, MA 02108-1618, Tel. (617) 727-3200 or (800) 223-0933 www.state.ma.us/bbrs

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in carpentry^{*}, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in carpentry^{*}, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Construction Craft Laborer – Preliminary Vocational Technical Teacher License | |
|--|--|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to the construction craft laborer occupation |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) for the construction craft laborer license. Note that these tests are not yet available. Applicants should check with the Office of Educator Licensure regarding the availability of these tests, when filing an application. |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Construction Craft Laborer Vocational Technical Education Framework*, and/or in education.

A bachelor's degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Construction Craft Laborer Vocational Technical Education Framework*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Cosmetology – Preliminary Vocational Technical Teacher License | |
|---|---|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to cosmetology |
| <input type="checkbox"/> | Possession of current Massachusetts Cosmetologist license |
| <input type="checkbox"/> | Possession of current Massachusetts Cosmetologist Instructor license |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in cosmetology |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The MA Board of Registration of Cosmetologists at the Division of Professional Licensure, 239 Causeway Street, Suite 500, Boston, MA 02114, Tel. (617) 727-9940, issues MA Cosmetologist license and Instructor's licenses <http://www.state.ma.us/reg/boards/htm>

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select "Teacher Testing") or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in cosmetology^{*}, and/or in education.

A bachelor's degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in cosmetology^{*}, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Culinary Arts – Preliminary Vocational Technical Teacher License | |
|---|---|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to culinary arts |
| <input type="checkbox"/> | Possession of current certification in food sanitation |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in culinary arts |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

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The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

Food Sanitation certification is issued by the following:

- Expor Assessments, 600 Cleveland St., Suite 900, Clearwater, FL 33755, 800-200-6241
- National Registry of Food Safety Professionals, 1200 E. Hillcrest St., Suite 303 Orlando, FL 32803, Tel. 800-446-0257
- ServSafe The Educational Foundation of the National Restaurant Association, 250 South Wacker Drive, Suite 1400 Chicago, IL 60606-5834, Tel. 800-765-2122

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in culinary arts^{*}, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in culinary arts^{*}, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

Dental Assisting – Preliminary Vocational Technical Teacher License

| | |
|--------------------------|--|
| <input type="checkbox"/> | Associate degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Four years of recent (within the last seven years), full-time employment experience directly related to dental assisting |
| <input type="checkbox"/> | Possession of current dental assisting certification |
| | Passing score of at least 70% on each test (written test and performance test) in dental assisting |
| | One of the following: |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Dental Assisting National Board, 444 North Michigan Avenue, Suite 900, Chicago, IL 60611., issues Dental Assisting Certification <http://www.dentalassisting.com/>.

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in dental assisting*. A person with a bachelor’s or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** bachelor’s or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of four years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in dental assisting*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in dental assisting*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

Design & Visual Communications – Preliminary Vocational Technical Teacher License

| | |
|--------------------------|--|
| <input type="checkbox"/> | Associate degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Four years of recent (within the last seven years), full-time employment experience directly related to design & visual communications |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in design & visual communications |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in design & visual communications*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of four years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in design and visual communications*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in design and visual communications*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Diesel Technology – Preliminary Vocational Technical Teacher License | |
|---|---|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to diesel technology |
| <input type="checkbox"/> | Possession of current ASE certification in at least one area of diesel technology |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in diesel technology |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

Information regarding Automotive Service Excellence (ASE) certification is available from the National Institute for Automotive Excellence (ASE) and National Automotive Technicians Education Foundation (NATEF), both at 1305 Dulles Technologies Drive, Herndon, VA 20171-3421, Tel. (703) 713-0100 <http://www.natef.org>.

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in diesel technology^{*}, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in diesel technology^{*}, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Drafting – Preliminary Vocational Technical Teacher License | |
|---|--|
| <input type="checkbox"/> | Associate degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Four years of recent (within the last seven years), full-time employment experience directly related to drafting |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in drafting |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in drafting*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in drafting*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in drafting*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Early Education and Care – Preliminary Vocational Technical Teacher License | |
|---|---|
| <input type="checkbox"/> | Bachelor’s degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Three years of recent (within the last seven years), full-time employment experience directly related to early education and care |
| <input type="checkbox"/> | Possession of a current MA Office of Child Care Services lead teacher license |
| | Passing score of at least 70% on each test (written test and performance test) in early education and care |
| | One of the following: |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

MA OCCS Lead Teacher licenses are issued by the MA Office of Child Care Services (OCCS), 600 Washington Street, Suite 6100, Boston, MA 02111, Tel. (617) 988-6600
<http://www.qualitychildcare.org>

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** bachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in early education and care*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the **required** bachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in early education and care*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Electricity – Preliminary Vocational Technical Teacher License | |
|---|---|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to electricity |
| <input type="checkbox"/> | Possession of current Massachusetts Journeyman Electrician license |
| <input type="checkbox"/> | Possession of current Massachusetts Master Electrician license |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in electricity |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The MA Board of State Examiners of Electricians at the Division of Professional Licensure, 239 Causeway Street, Suite 500, Boston, MA 02114, Tel. (617) 727-9931, issues MA Master and Journeyman Electrician licenses <http://www.state.ma.us/reg/boards.htm>

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in electricity*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in electricity*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Electronics – Preliminary Vocational Technical Teacher License | |
|---|---|
| <input type="checkbox"/> | Associate degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Four years of recent (within the last seven years), full-time employment experience directly related to electronics |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in electronics |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in electronics*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of four years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in electronics*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in electronics*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Engineering Technology – Preliminary Vocational Technical Teacher License | |
|--|---|
| <input type="checkbox"/> | Bachelor's degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Three years of recent (within the last seven years), full-time employment experience directly related to engineering technology |
| | Passing score of at least 70% on each test (written test and performance test) in engineering technology |
| | One of the following: |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** bachelor's degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in engineering technology*. A person with a bachelor's or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the **required** bachelor's or higher degree related to the subject matter and skills to be taught.

A master's degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in engineering technology*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

Environmental Science & Technology – Preliminary Vocational Technical Teacher License

| | |
|--------------------------|---|
| <input type="checkbox"/> | Bachelor's degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Three years of recent (within the last seven years), full-time employment experience directly related to environmental science & technology |
| | Passing score of at least 70% on each test (written test and performance test) in environmental science & technology |
| | One of the following: |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select "Teacher Testing") or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** bachelor's degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in environmental technology*. A person with a bachelor's or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the **required** bachelor's or higher degree related to the subject matter and skills to be taught.

A master's degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in environmental science & technology*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Facilities Management – Preliminary Vocational Technical Teacher License | |
|---|---|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to facilities management |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in facilities management |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in facilities management^{*} and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in facilities management^{**}, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Fashion Technology – Preliminary Vocational Technical Teacher License | |
|--|--|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to fashion technology |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in fashion technology |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in fashion technology^{*}, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in fashion technology^{*}, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Graphic Communications – Preliminary Vocational Technical Teacher License | |
|--|--|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to graphic communications |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in graphic communications |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in graphic communications^{*}, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in graphic communications^{*}, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Health Assisting – Preliminary Vocational Technical Teacher License | |
|---|---|
| <input type="checkbox"/> | Bachelor's degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Three years of recent (within the last seven years), full-time employment experience directly related to health assisting |
| <input type="checkbox"/> | Possession of current Massachusetts license as a registered nurse (RN) |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in health assisting |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The MA Board of Registration in Nursing, 239 Causeway Street, Suite 500, Boston, MA 02114, Tel. (617) 727-9961, issues MA RN license <http://www.state.ma.us/reg/boards/htm>

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select "Teacher Testing") or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** bachelor's degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in health assisting*. A person with a bachelor's or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the **required** bachelor's or higher degree related to the subject matter and skills to be taught.

A master's degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in health assisting*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

Heating-Ventilation-Air Conditioning-Refrigeration – Preliminary Vocational Technical Teacher License

| | |
|--------------------------|--|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to heating-ventilation-air conditioning-refrigeration |
| <input type="checkbox"/> | Possession of a current Massachusetts Refrigeration Technician license |
| <input type="checkbox"/> | Possession of a current Section 608 EPA certification at the universal level |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in heating-ventilation-air conditioning-refrigeration |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

MA Refrigeration Technician licenses are issued by the MA Department of Public Safety, 1 Ashburton Place, Room 1301, Boston, MA 02108-1618, Tel. (617) 727-3200 or (800) 223-0933 <http://www.state.ma.us/dps/ENGINEER.HTM>

Section 608 EPA Certification at the Universal Level is issued by Ferris State University HVACR Institute 1020 Maple St. Big Rapids, MI 49307-1670, Tel. (866) 880-7674 www.ferris.edu/cot/hvacr/certhvacr.htm.

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in heating-ventilation-air conditioning-refrigeration*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in heating-ventilation-air conditioning-refrigeration*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Horticulture – Preliminary Vocational Technical Teacher License | |
|--|---|
| <input type="checkbox"/> | Bachelor’s degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Three years of recent (within the last seven years), full-time employment experience directly related to horticulture |
| <input type="checkbox"/> | Possession of a current Massachusetts Pesticide Applicator license |
| | Passing score of at least 70% on each test (written test and performance test) in horticulture |
| | One of the following: |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

MA Pesticide Applicator licenses are issued by the MA Dept. of Food & Agriculture, 251 Causeway Street, Suite 500, Boston, MA 02114, Tel. (617) 626-1700
<http://www.state.ma.us/dfa/>

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** bachelor’s degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in horticulture*. A person with a bachelor’s or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the **required** bachelor’s or higher degree related to the subject matter and skills to be taught.

A master’s degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in horticulture*, and/or in education.

* The framework is available <http://www.doe.mass.edu/cte/frameworks/>.

| Hospitality Management – Preliminary Vocational Technical Teacher License | |
|---|--|
| <input type="checkbox"/> | Associate degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Four years of recent (within the last seven years), full-time employment experience directly related to hospitality management |
| <input type="checkbox"/> | Possession of current certification in food sanitation |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in hospitality management |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

Food Sanitation certification is issued by the following:

- Expor Assessments, 600 Cleveland St., Suite 900, Clearwater, FL 33755, Tel. 800-200-6241
- National Registry of Food Safety Professionals, 1200 E. Hillcrest St., Suite 303, Orlando, FL 32803, Tel. 800-446-0257
- ServSafe The Educational Foundation of the National Restaurant Association, 250 South Wacker Drive, Suite 1400 Chicago, IL 60606-5834, Tel. 800-765-2122

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in hospitality management*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in hospitality management*, and/or in education. A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in hospitality management*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

Information Support Services & Networking – Preliminary Vocational Technical Teacher License

| | |
|--------------------------|---|
| <input type="checkbox"/> | Associate degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Possession of four years of recent, full-time employment experience related to information support services & networking |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in information support services & networking |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in information support services & networking*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in information support services & networking*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in information support services & networking*, and/or in education.

* The framework is available <http://www.doe.mass.edu/cte/frameworks/>.

| Machine Tool Technology – Preliminary Vocational Technical Teacher License | |
|---|---|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to machine tool technology |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in machine tool technology |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in machine tool technology*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in machine tool technology*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

Major Appliance Installation/Repairing – Preliminary Vocational Technical Teacher License

| | |
|--------------------------|--|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to major appliance installation/repairing |
| <input type="checkbox"/> | Possession of current Section 608 EPA certification at the universal level |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in major appliance installation/repairing |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

Section 608 EPA Certification at the Universal Level is issued by Ferris State University HVACR Institute 1020 Maple St., Big Rapids, MI 49307-1670, Tel. (866) 880-7674
www.ferris.edu/cot/hvacr/certhvacr.htm

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in major appliance installation/repairing*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in major appliance installation/repairing*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Marine Service Technology – Preliminary Vocational Technical Teacher License | |
|---|---|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to marine service technology |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in marine service technology |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in marine service technology*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in marine service technology, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

Marketing – Preliminary Vocational Technical Teacher License

| | |
|--------------------------|--|
| <input type="checkbox"/> | Bachelor's degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Three years of recent (within the last seven years), full-time employment experience directly related to marketing |
| | Passing score of at least 70% on each test (written test and performance test) in marketing |
| | One of the following: |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select "Teacher Testing") or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** bachelor's degree or higher degree would include at least 30 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in marketing*. A person with a bachelor's or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the related to the **required** bachelor's or higher degree related to the subject matter and skills to be taught.

A master's degree may substitute for one of the three years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in marketing**, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Masonry & Tile Setting – Preliminary Vocational Technical Teacher License | |
|---|--|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to masonry & tile setting |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in masonry & tile setting |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in masonry & tile setting^{*}, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in masonry & tile setting^{*}, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>

| Medical Assisting – Preliminary Vocational Technical Teacher License | |
|---|---|
| <input type="checkbox"/> | Associate degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Four years of recent (within the last seven years), full-time employment experience directly related to medical assisting |
| <input type="checkbox"/> | Possession of current national certification as a medical assistant or medical assistant/secretary |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in medical assisting |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

National Medical Assisting Certification is issued by:

American Medical Technologists
710 Higgins Road - Park Ridge, IL 60068-5765 Tel. 847-823-5169 <http://www.amt1.com>

National Health Career Association
134 Evergreen Place - E. Orange, NJ 07018 Tel. 800-499-9092 www.nhanow.com

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in medical assisting*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in medical assisting*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in medical assisting*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| | |
|---|--|
| Medical Laboratory Technology – Preliminary Vocational Technical Teacher License | |
| <input type="checkbox"/> | Associate degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Four years of recent (within the last seven years), full-time employment experience directly related to medical laboratory technology |
| | Passing score of at least 70% on each test (written test and performance test) in the subject matter and skills to be taught. Note that these tests are not yet available. Applicants should check with the Office of Educator Licensure regarding the availability of these tests, when filing an application |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to medical laboratory technology. A person with an associate degree or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to medical laboratory technology, and/or in education.

A master's degree may substitute for one of the four years of required employment experience.

Note that a Vocational Technical Education Curriculum Framework in medical laboratory technology has not been developed.

Metal Fabrication & Joining Technologies – Preliminary Vocational Technical Teacher License

| | |
|--------------------------|--|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to metal fabrication & joining technologies |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in metal fabrication & joining technologies |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in metal fabrication & joining technologies*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in metal fabrication & joining technologies*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Office Technology – Preliminary Vocational Technical Teacher License | |
|--|---|
| <input type="checkbox"/> | Associate degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Four years of recent (within the last seven years), full-time employment experience directly related to office technology |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in office technology |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in office technology^{*}. A person with an associate degree or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in office technology*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in office technology*, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Operating Room Technology – Preliminary Vocational Technical Teacher License | |
|--|--|
| <input type="checkbox"/> | Bachelor's degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Three years of recent (within the last seven years), full-time employment experience directly related to operating room technology |
| | Passing score of at least 70% on each test (written test and performance test) in the subject matter and skills to be taught. Note that these tests are not yet available. Applicants should check with the Office of Educator Licensure regarding the availability of these tests, when filing an application |
| | One of the following: |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** bachelor's degree or higher degree would include at least 30 credits in subject matter related to operating room technology. A person with a bachelor's or higher degree without 30 credits in such subject matter must obtain 30 college credits in order to receive credit toward the licensure requirements for the **required** bachelor's or higher degree related to the subject matter and skills to be taught.

Note that a master's degree may substitute for one of the three years of required employment experience.

Note that a Vocational Technical Education Curriculum Framework in operating room technology has not been developed.

Painting & Design Technologies – Preliminary Vocational Technical Teacher License

| | |
|--------------------------|--|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to painting & design technologies |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in painting & design technologies |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in painting & design technologies*, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in painting & design technologies*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Plumbing – Preliminary Vocational Technical Teacher License | |
|--|--|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to plumbing |
| <input type="checkbox"/> | Possession of current MA Journeyman Plumber license |
| <input type="checkbox"/> | Possession of a current MA Master Plumber license |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in plumbing |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The MA Board of State Examiners of Plumbers & Gas Fitters at the Division of Professional Licensure, 239 Causeway Street, Suite 500, Boston, MA 02114, Tel. (617) 727-9952, issues MA Master and Journeyman Plumber licenses <http://www.state.ma.us/reg/boards/htm>

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in plumbing^{*}, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in plumbing^{*}, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Power Equipment Technology – Preliminary Vocational Technical Teacher License | |
|--|--|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to power equipment technology |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in power equipment technology |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in power equipment technology^{*}, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in power equipment technology*, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Practical Nursing (LPN) – Preliminary Vocational Technical Teacher License | |
|---|--|
| <input type="checkbox"/> | Bachelor's degree or higher degree in nursing |
| <input type="checkbox"/> | Three years of recent (within the last seven years), full-time employment experience directly related to nursing |
| <input type="checkbox"/> | Possession of current MA license as a registered nurse (RN) |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The MA Board of Registration in Nursing, 239 Causeway Street, Suite 500, Boston, MA 02114, Tel. (617) 727-9961, issues MA RN license <http://www.state.ma.us/reg/boards/htm>.

The **required** bachelor's degree or higher degree would be in nursing.

A master's degree may substitute for one of the three years of required employment experience.

Note that a Vocational Technical Education Curriculum Framework in practical nursing has not been developed.

Programming & Web Development – Preliminary Vocational Technical Teacher License

| | |
|--------------------------|---|
| <input type="checkbox"/> | Associate degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Four years of recent (within the last seven years), full-time employment experience directly related to programming & web development |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in programming & web development |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in programming & web development*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor’s degree may substitute for one of four years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in programming & web development*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in programming & web development*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

Radio & Television Broadcasting – Preliminary Vocational Technical Teacher License

| | |
|--------------------------|---|
| <input type="checkbox"/> | Associate degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Four years of recent (within the last seven years), full-time employment experience directly related to radio & television broadcasting |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in radio & television broadcasting |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in radio & television broadcasting*. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in radio & television broadcasting*, and/or in education.

A master’s degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in radio & television broadcasting*, and/or in education.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Sheet Metalworking – Preliminary Vocational Technical Teacher License | |
|---|--|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to sheet metalworking |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in sheet metalworking |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in sheet metalworking^{*}, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in sheet metalworking*, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Stationary Engineering – Preliminary Vocational Technical Teacher License | |
|--|--|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to stationary engineering |
| <input type="checkbox"/> | Possession of a current MA First, Second or Third Class Boiler Engineer license |
| | Passing score of at least 70% on each test (written test and performance test) in the subject matter and skills to be taught. Note that these tests are not yet available. Applicants should check with the Office of Educator Licensure regarding the availability of these tests, when filing an application |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

MA Boiler Engineer licenses are issued by the MA Department of Public Safety, 1 Ashburton Place, Room 1301, Boston, MA 02108-1618, Tel. (617) 727-3200
<http://www.state.ma.us/dps/ENGINEER.HTM>.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to stationary engineering.

A bachelor's degree may substitute for two of five years of required employment experience.

Note that a Vocational Technical Education Curriculum Framework in stationary engineering has not been developed.

* The framework is available at <http://www.doe.mass.edu/cte/frameworks/>

| Telecommunications - Fiber Optics – Preliminary Vocational Technical Teacher License | |
|--|--|
| <input type="checkbox"/> | Associate degree or higher degree related to the subject matter and skills to be taught |
| <input type="checkbox"/> | Four years of recent (within the last seven years), full-time employment experience directly related to telecommunications - fiber optics |
| | Passing score of at least 70% on each test (written test and performance test) in the subject matter and skills to be taught. Note that these tests are not yet available. Applicants should check with the Office of Educator Licensure regarding the availability of these tests, when filing an application |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

The **required** associate degree or higher degree would include at least 18 credits in subject matter related to the technical strand of the Vocational Technical Education Framework in telecommunications - fiber optics^{*}. A person with an associate or higher degree without 18 credits in such subject matter must obtain 18 college credits in order to receive credit toward the licensure requirements for the **required** associate or higher degree related to the subject matter and skills to be taught.

A bachelor degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in telecommunications - fiber optics*, and/or in education.

A master's degree may substitute for one of the four years of required employment experience, provided that the degree includes subject matter related to one or more of the strands of the Vocational Technical Education Framework in telecommunications - fiber optics*, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

| Welding – Preliminary Vocational Technical Teacher License | |
|--|---|
| <input type="checkbox"/> | High school diploma or the equivalent |
| <input type="checkbox"/> | Five years of recent (within the last seven years), full-time employment experience directly related to welding |
| <input type="checkbox"/> | Possession of current national welding certification |
| <input type="checkbox"/> | Passing score of at least 70% on each test (written test and performance test) in welding |
| One of the following: | |
| <input type="checkbox"/> | - achieve a passing score on the Vocational Technical Literacy Skills Test (VTLST) |
| <input type="checkbox"/> | - achieve a passing score on the Communication and Literacy Skills Test |

National Welding Certification is issued by the American Welding Society (AWS), 550 NW LeJeune Rd., Miami, FL 33126, Tel. (800) 443-9353 <http://www.aws.org>

The Massachusetts Vocational Technical Teacher Testing Program located at Greater Lowell Regional Technical School in Tyngsboro gives the written and performance tests. Complete information on these tests is available at www.gltech.org (select “Teacher Testing”) or by calling (978) 441-4947.

The Vocational Technical Literacy Skills Test and the Communication and Literacy Skills Test are given by National Evaluation Systems. Complete information on these tests is available at <http://www.mtel.nesinc.com/> or by calling (413) 256-2892.

An associate degree may substitute for one of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in metal fabrication and joining technologies^{*}, and/or in education.

A bachelor’s degree may substitute for two of five years of required employment experience, provided that the degree includes subject matter related to one or more strands of the Vocational Technical Education Framework in metal fabrication & joining technologies*, and/or in education.

^{*} The framework is available at <http://www.doe.mass.edu/cte/frameworks/>.

APPENDIX A

APPLICATION INSTRUCTIONS – Preliminary Vocational Technical Teacher Licensure

Individuals are encouraged to apply for Vocational Technical Teacher licensure online through the Educator Licensure & Recruitment System (ELAR) at www.doe.mass.edu/educators. Persons may apply for licensure by paper application using the paper application form that may be obtained from the Office of Educator Licensure. In addition to completing and submitting the application form (online or paper) along with the required fee that is \$100 for the primary license field and \$25 for each additional (secondary) license field, applicants must do the following:

1. Send to the Office of Educator Licensure, a copy of the high school diploma, GED and official college transcript(s) that are required.
2. Send to the Office of Educator Licensure, a **resume** showing the required employment experience by year. Applicants should include on the resume all employment experience related to the licensure requirements.

In addition, submit **documentation** of the required number of years of employment experience on original letterhead of employing firm/organization/institution, signed by the owner/president, human resources officer or other official. If self-employed, documentation of employment experience must include a signed, notarized affidavit attesting to the self-employment (with years and hours delineated) and at least five forms of additional documentation that may include copies of income tax returns, bank statements, credit card statements, business letterhead, business contracts, customer correspondence, advertising, references, supply invoices for the applicable years, that document self-employment.

Applicants may include on the resume and in the documentation, employment experience gained through cooperative work experience while in high school or college, as such employment experience may count toward the licensure requirements.

It is the responsibility of the applicant to organize the documentation of employment experience in such a manner that reviewers in the Office of Educator Licensure will be able to make determinations of the number of years of recent, full-time employment experience documented. Refer to the Introduction in this Guide for more information on required employment experience.

3. If required for the particular license field, send a copy of the occupational licenses/certifications required to the Office of Educator Licensure. Note that they must be current.
4. Note that the test provider sends the results of the required written and performance test to the Department of Elementary and Secondary Education.
5. Note that the test provider sends the results of the required communication and literacy test to the Department of Elementary and Secondary Education.

Questions may be directed to the Office of Educator Licensure:
Telephone: 781-338-6634 **e-mail** VocEducators@doe.mass.edu.

APPENDIX B

QUESTIONS and ANSWERS

Additional Q's and A's will be added. Please submit any questions to careervocotech@doe.mass.edu.

1Q How does the applicant provide evidence of sound moral character? *The applicant completes and signs the Affidavit as part of the Application form and the Department reviews the response. If necessary, the Department uses the Criminal Record Offender Information System (CORI) for investigative purposes.*

2Q What license is comparable to the Provisional Vocational Teacher Approval? *Preliminary Vocational Technical Teacher license.*

3Q What license is comparable to the Full Vocational Teacher Approval? *Professional Vocational Technical Teacher license.*

4Q If I already hold a license under Chapter 71, and I apply for a vocational technical license field to be added to it, how much will I have to pay? *\$25.00*

5Q If I hold a Vocational Teacher Approval in computer programming (which I understand will be comparable to a computer programming and software development license) and I wish to add the area of network systems, information support & services, how much will I have to pay? *\$25.00*

6Q Will you accept personal checks for licensure? *The policy is money orders, credit cards or cashiers checks for licensure. However, for license renewal personal checks are accepted. This policy is currently in effect but is subject to change.*

7Q How does the Department determine if a bachelor or an associate degree is related to the subject matter and skills the candidate for vocational teacher licensure will teach? *The official transcript will give the particular area for which the degree was conferred. In addition, the course titles are reviewed. In some cases, the Department may request the applicant to obtain a course catalog from the college/university that can provide information that is more specific.*

8Q What is the consequence for a vocational technical teacher with a Preliminary license if he/she does not get a vocational technical teaching position? *The license is valid for five years of employment.*

9Q I have heard a lot about CIP Codes for vocational technical programs. I hold a Professional Vocational Technical Teacher license in carpentry. The facilities management program at my school has a carpentry component. May I teach this component even though the CIP Code is not carpentry? *Assuming the program/course has a vocational technical teacher with a license to teach facilities management, the answer is yes.*

10Q I am a vocational technical teacher in computer programming. I also work part time (three quarters) as my school's cooperative education coordinator. Do I need to obtain a Cooperative Education Coordinator license? *Yes, persons employed halftime or more, as Cooperative Education Coordinators must hold the cooperative education coordinator license.*

11Q Does a prospective teacher for whom a waiver is sought, have to apply for a license in order for the school district to be considered for a waiver for him/her? *Yes.*

12Q Does related instruction have to be taught by a licensed vocational technical teacher? *The regulations state that related instruction shall be primarily taught by licensed vocational technical teachers in the specific program area. Core subject teachers may assist in the delivery of related instruction components when their particular expertise will enhance the instruction.*

13Q I am seeking employment as a vocational teacher in graphic communications. Is there a place to post my resume so that school districts can see it? *Yes, licensed vocational educators may create and post a resume on ELAR that school district human resources staff may access.*

14Q Where can I obtain a list of all the vocational technical high school programs in Massachusetts? *The Chapter 74 Vocational Technical Education Program Directory is the source. Go to <http://www.doe.mass.edu/cte/programs/> or call the Career/Vocational Technical Education unit at the Department of Elementary and Secondary Education (781) 338-3910.*

15Q I have a Full Approval in Food Management. I noticed this license was “retired” in 2003. However, I understand that it is valid and that I may renew it in five years. The thing is, I would like to obtain a teaching job in Culinary Arts (one-person shop). Is my Food Management license appropriate or do I have to get a license to teach Culinary Arts? *Although you hold a valid approval, it is not appropriate for Culinary Arts.*

16Q Our school has a non-Chapter 74 career and technical education program in Pre-Engineering, which we began with Perkins funds. We have not decided if we will seek Chapter 74 approval for the program. What is considered the appropriate license for the teacher? *For the program to be Chapter 74-approved it must have at least one teacher for each course within the program * with a Vocational Technical Teacher license in Engineering Technology. For a non-Chapter 74 approved career and technical program it is the superintendent’s or principal’s call per the “Chapter 71” Regulations for Educator Licensure and Preparation Program Approval 603 CMR 7.14 (10) that states: “The role covered by each license is defined by the title and requirements of the license. Superintendents and principals intending to employ an educator in a role not obviously defined by an existing license must determine the most appropriate license by comparing the actual duties and responsibilities of that role with the license requirements.”*

**additional teachers in the Chapter 74-approved program/course may include those with licenses appropriate to teach aspects of the program. Examples include Physics, Mathematics, and Technology/Engineering licensed teachers*

17Q I am confused. The regulations state in section 4.03 (5) (b) that “Non-licensed substitute teachers and teacher (instructional) aides shall be supervised by an appropriately licensed vocational technical teacher while serving in a vocational technical laboratory and shall not be allowed to supervise students using hazardous equipment.” Does “appropriately licensed” mean a professional license or will a preliminary do? *A preliminary license in the field that is being taught (example carpentry) would be acceptable.*

18Q I have a Connecticut certification to teach drafting in Connecticut's vocational technical schools. Does Massachusetts have a reciprocal agreement with Connecticut for vocational technical teacher licensure? *MA and CT have not entered into a reciprocal agreement.*

19Q I am looking at the Vocational Technical Teacher licensure requirements and also at the Vocational Technical Education Framework (VTEF) in Design and Visual Communications. Would you say that someone with a Vocational Technical Teacher license in the Commercial Design license field would be credentialed to teach the Design & Visual Communications VTEF? *The answer to your question is yes. In fact, the name of the Commercial Design VTE Teacher license will be officially changed in the VTE Regulations (summer 2006) to Design & Visual Communications. The goal is to have license names as well as the subject matter teacher tests aligned perfectly with the VTEFs.*

20Q I graduated from a vocational technical high school in Massachusetts. Can any of the employment experience I gained while on "co-op" count toward the employment experience requirement for the Preliminary VT teacher license? *Yes, provided it was in the license field, not too old, and it can be documented.*

21Q What is the definition of full-time employment experience regarding the Preliminary VT teacher license? I need five years for the license field (culinary arts). *Full-time employment regarding the Preliminary teacher license means at least 35 hours per week so five years would equal 8400 hours (35hrs. /week x 48 weeks/year x 5 years = 8400).*

22Q Is self-employment acceptable toward the employment experience requirement for the Preliminary VT teacher license? Yes. If self-employed, documentation of employment experience must include a signed, notarized affidavit attesting to the self-employment (with years and hours delineated) and at least five forms of additional documentation that may include copies of federal income tax returns, bank statements, credit card statements, business letterhead, business contracts, customer correspondence, advertising, references, supply invoices for the applicable years that demonstrate self-employment to the satisfaction on the Department of Elementary and Secondary Education.

23Q I have been working as a telephone operator for the last ten years. Prior to that, I worked as a chef. Do I need more recent employment experience to qualify for a Preliminary VT teacher license to teach culinary arts? *Yes.*

24Q May volunteer work count toward the employment experience requirement for the Preliminary VT teacher license? *Volunteer work that is comparable to employment experience except for the paid feature may be creditable toward the employment experience requirement for a maximum of one-half the employment experience requirement subject to the review and approval of the State Director of Career/Vocational Technical Education.*

Q's & A's on Testing:

1Q Would a candidate for a Vocational Technical Teacher license who has passed the Massachusetts Communication and Literary test under the Chapter 71 regulations have to pass the Vocational Technical Literacy Skills Test? *No.*

2Q If there is no written and performance test in the area the candidate will teach at the time a vocational technical teacher candidate applies for a Preliminary Vocational Technical Teacher

license and they have met all of the other requirements for licensure, can they be licensed? *Yes, they may be licensed, provided the vocational technical teacher candidate has met all other requirements.*

3Q I have a Ph.D. in English and ten years recent, full-time employment experience in carpentry. Do I have to pass the Vocational Technical Literacy Skills Test? *Yes, unless you passed the Massachusetts Communication and Literacy test.*

4Q If I pass the Vocational Technical Literacy Skills Test or the Massachusetts Communication and Literacy test will I still have to take college English courses? *Yes.*

5Q My neighbor wants to teach masonry. She took the Massachusetts Communication and Literacy test thinking it was required because her partner who is a science teacher had to take it. Does this means she has to take the Vocational Technical Literacy Skills Test now? *No. The Department will accept a passing score on the Massachusetts Communication and Literacy test that prospective academic (core subject) teachers have to take in lieu of the Vocational Technical Literacy Skills Test.*

6Q Once a person passes the applicable written and performance tests for a given license do they have to take them again if they put off applying for licensure for several years? *No.*

7Q I have had a Full Vocational Teacher Approval to teach painting and decorating (now painting and design technologies) since 1995. I never had to take a communication and literacy test. Do I have to take a communication & literacy test now if I apply for a license to teach facilities management? *Yes.*

8Q I have ASE certification in five areas of automotive technology. Do I still have to take the written and performance tests in automotive technology? *Yes.*